

# Unemployment Insurance & Extended Benefits Information

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For your convenience, this Job Service provides public computers to file your initial unemployment claim.

## FILING YOUR UNEMPLOYMENT CLAIM:

### 1. You can file by logging onto [www.ui4u.mt.gov](http://www.ui4u.mt.gov)

- ♦ The free online services allows you to file your unemployment insurance claim, reactivate your claim, file your bi-weekly request for payment, request direct deposit of your unemployment benefits, review information about your claim, view and print 1099-G, file for extended benefits and ask questions at "Ask UI". This service is available 24/7.



### 2. You can file by calling (406) 444-2545 or 247-1000

- ♦ The call centers are open Monday through Friday from 8am to 4:30 pm. On **Wednesdays** the call centers open at **10am**.
- ♦ Because the call centers are experiencing a high volume of calls we encourage you to file your claim online.

You can also send information to PO Box 8020 Helena, MT 59624 or Fax it to (406) 444-2699

## You will need the following information to file:

- ♦ Your Social Security Number
- ♦ Your current mailing address
- ♦ Your telephone and/or E-mail address
- ♦ Complete name, address and phone number of all employers you've worked for in the last 18 months.



We invite you to register with us today to take full advantage of our job placement services. Since this may be a requirement to receive unemployment, we can help you right now to register for work either online at [jobs.mt.gov](http://jobs.mt.gov) or by providing you with a paper form. Please come in and ask one of our workforce consultants about our services for job seekers.

# [www.ui4u.mt.gov](http://www.ui4u.mt.gov)